# *The Mansfield Normal Quarterly*

*February Issue Supplement*

*Containing News of the*

# *Summer Session*

1926

# The Mansfield Normal Quarterly

Published by the Trustees of the Mansfield State Normal School of the Fifth Normal School District of Pennsylvania.

Issued quarterly, in the months of February, May, August and November.

All communications should be addressed to William R. Straughn, Principal, Mansfield, Pa.

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Note.—The service area of the Mansfield State Normal School includes Tioga, Bradford, Lycoming, Wyoming, Sullivan and Susquehanna counties, and portions of Potter and Lackawanna counties.

## A Suggested Program if You Wish to Teach

Suggested program for a student who expects to teach a rural school in the Fall:

| | |
|---|---|
| Art, Music, or Health | 3 semester hours |
| Rural School management | 3 semester hours |
| Teaching of Primary Subjects | 3 semester hours |
| Teaching of Arithmetic | |
| or | |
| Teaching of English | |
| or | |
| Teaching of Geography | |
| or | |
| Teaching of Reading | |
| or | |
| Educational Measurements | 3 semester hours |
| Total | 12 semester hours |

**Application for Room Reservation**

Summer Session

**Mansfield State Normal**

I ..... desire room reservation in the (Boys') (Girls') dormitory for the summer session, beginning June 14, 1926. (If unable to be here on June 14, state time of expected arrival.....)

Enclosed find check or money order for $10 registration fee.

or

I will send check or money order for $10 by June 1.

My address is:

.....

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## Summer Session—Date, Expenses, Etc.

**DATE.**—The summer school opens Monday, June 14, and closes Saturday, August 14. Students should plan to reach Mansfield not later than the evening train on Monday, June 14. Do not come before June 14, as there is no one in the office on Sunday to assign rooms. The summer session lasts nine weeks, which is half the length of a regular semester, and thus permits the accomplishment of one quarter of a regular year's work.

**REQUIREMENTS FOR ADMISSION.**—Graduates of standard four year high schools, who can present evidence of having completed fifteen Carnegie units may be admitted. (Also see more detailed statement in the general catalog of February, 1926.) Students who do not have the required four year course to offer for admission will not be received, except on the written authority of The Teacher Bureau of Harrisburg. This permission may be obtained at the request of the County Superintendent under whom you will teach, who requests same from The Teacher Bureau only in cases of emergency.

Students must be of good moral character, and their acceptance for admission is conditioned upon their accord with the school regulations governing conduct as befits prospective teachers.

Students must be in good health; and not incapacitated by serious body or speech defect.

We advise all prospective students to be vaccinated for small pox; and to have had serum treatments, as approved by the medical profession, for

diphtheria and scarlet fever, unless having been rendered immune by having had the disease. These precautions may eventuallly save you much loss of time, both as student and as teacher, besides being a safe-guard to health.

A student once admitted must establish himself as satisfactory. He must show that he has the capacity to do academic and professional work of college grade, and that he is in accord with the ideals of teacher training.

**EXPENSES AND FEES.**—Tuition is free if you meet the requirements for admission, and are preparing to teach in Pennsylvania. Board at present is $7.00 a week, $63.00. (The board for the summer session will probably not be changed.) Registration (enrollment) fee $10.00, to be paid when room is reserved, or by June 1. Laundry fee for girls only (for use of school laundry) $1.00. Books to be purchased by the student. Private lessons in Voice, Piano, and Violin will be offered at the rate of $1.00 a lesson. The new charge for private lessons ($1.25 each) will not go into effect until September, 1926. The entire amount for the summer session must be paid on the day of entrance, except for private music lessons, which may be paid by the middle of the session. There is no reduction whatever for late entrance.

**WHAT THE STUDENT NEEDS TO PROVIDE.**—All rooms are completely furnished. Floors are hard wood. Students must provide napkins, towels, pillow-slips, sheets for single beds, and sufficient blankets or comfortables. The school does not provide any bed covers. Mansfield is in the hills and the nights are cool. Two blankets are not too many. Every student must have a laundry bag, with name clearly written in indelible ink on it. Clothes need not be marked, as that will be done in the laundry.

**IMPORTANT.**—On the day you enter, bring in your hand bag or suit case two sheets and a blanket. You need these the first night, as your trunk may be delayed. Or, if you prefer, send two sheets for single bed and a pair of blankets by insured parcel post, addressed to yourself, in care of the Normal School, Mansfield, Pa., and we will place this package in the room assigned to you. Do this on June 7.

**LOCATION FOR SUMMER WORK AND RECREATION.**—Mansfield is one of the most attractive towns in the state for ideal conditions during the months of July and August. The days are rarely ever very hot, and the nights are always cool. The Normal has many tennis courts. The students frequently have picnics, under faculty supervision, in the hills and woods nearby. The fine new swimming pool has been approved by the state and is now open for both men and women.

# Summer Session—Credits.

**CREDIT SECURED AT SUMMER SESSION.**—By action of the Normal School Principals, no students will be allowed to secure more than twelve (12) semester hours' credit in the summer session. As the summer session is nine weeks in length, or half a semester, students will not be enrolled for more than twenty-four hours of class-room work per week or its equivalent. The Board of Normal School Principals, with the approval of the State Superintendent of Public Instruction, has decided that the Pennsylvania Normal School summer session for this year shall be nine weeks in length and afford a student the opportunity to secure the maximum of 12 hours' credit. However, if a student attends some other school offering an eight weeks' session, he will receive only 10½ semester hours of credit; or if he attends a six weeks' session, he will receive 8 semester hours of credit, as a maximum.

The year 1927 is rapidly approaching, when all public school teachers in Pennsylvania must possess qualifications equivalent to State Normal graduation.

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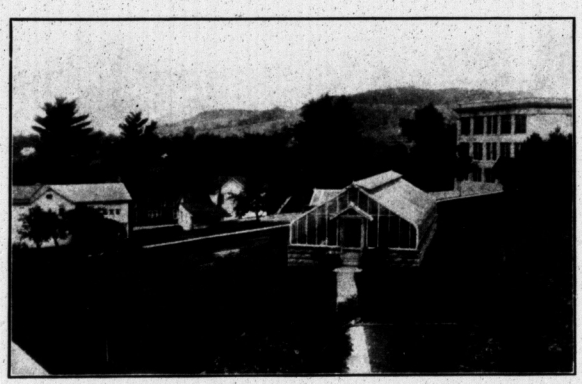


# Summer Session—Students Interested.

**STUDENTS INTERESTED.**—Four classes will be cared for at the summer session.

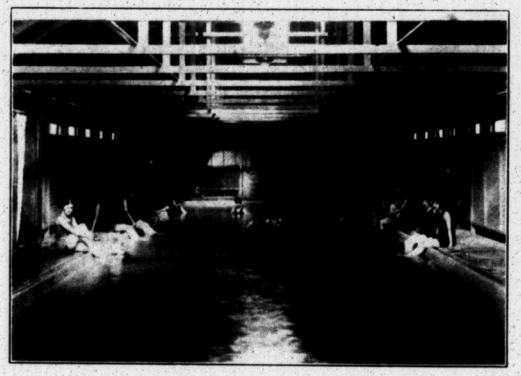
**(1) Students who wish to earn at least eight semester hours of work during the summer in order to teach in the fall on a Partial Elementary Certificate or who wish to renew such a cerficate.** Students in this class who wish to continue teaching during the next three years on credit secured at summer sessions must finish the following twenty-one semester hours of work in three years, not more than 12 semester hours of which can be made in the summer session of 1926.

The courses in Art, Music and Health must be taken at least one each year, or until all three are completed. The School Efficiency course, or a course in Rural School Management, must be included in the first summer's work. Arrangement of the other courses may be made by the candidate and the Principal of the Normal School. The entire twenty-one credits may be completed in two summers, if desired, but must be completed within three.

| Subject | Semester Hours |
|---|---|
| Art | 3 |
| Music | 3 |
| Health | 3 |
| School Efficiency or Rural School Management | 3 |
| Introduction to Teaching | 3 |
| Child Psychology | 3 |

and one of the following: Teaching of,—Reading, Social Studies, Geography, English, Mathematics or Primary Subjects, each 3 semester hours.

**(2) Normal graduates who wish additional professional courses or who wish further specialization in some special field of study.** Such students will be able to secure from the regular Normal courses listed below twelve semester hours of work adapted to their needs.



# Summer Session—Credits Toward Graduation.

**(3) Teachers who have started but who have not completed the work for the Standard Certificate.** For such students regular professional courses will be offered to satisfy the rules adopted by the Council of Education. Four semester hours of general professional work will be required for each subject still to be completed on the general professional list.

The requirements for permanent certificate will also include courses in Health, Music and Art, carrying three semester hours' credit and reciting six hours a week during summer school.

"To meet the requirements rule, the applicant who has failed in Music, Art or Health, it will be necessary to complete satisfactorily such courses in these subjects as may be approved by the Department of Public Instruction."

**(4) Normal School students and teachers in service who wish to secure credits toward Normal School Graduation or its equivalent.** To meet the needs of such students the following courses will probably be given:

(Courses starred are required of students who are candidates for the Partial Elementary Certificate or for a renewal of the same.)

A. Courses required in one or more groups.

**Junior Year, First Semester**

*Introduction to Teaching
English Fundamentals
English Composition
*Health Education
*Art
*Music

**Junior Year, Second Semester**

*Psychology and Child Study
English Composition
Oral Expression
Music
Health Education

**Senior Year, Third Semester**

*School Efficiency

**Senior Year, Fourth Semester**

History and Principles of Education
Children's Literature and Story Telling
Educational Sociology
Educational Measurements

## Summer Session—Credits Toward Graduation.

B. Courses required in single groups in the Regular Normal.

| | |
|---|---|
| Kindergarten Theory | Gr. I |
| *Teaching of Primary Reading | Gr. I |
| Teaching of Primary Subjects | Gr. I |
| *Teaching of Arithmetic | Gr. II |
| *Teaching of Geography | Gr. II |
| *Teaching of History | Gr. II |
| *Teaching of English | Gr. II |
| Rural Sociology and School Problems | Gr. IV |

C. Elective courses (Suggested).

Courses given will depend on the demand.

Mathematics:
- The Teaching of Mathematics in the Junior and Senior High School.
- Algebra
- Geometry

Social Studies:
- American History
- Sociology

English:
- Advanced Composition
- Nineteenth Century Prose

Science:
- Science in the Junior and Senior High School
- Elementary Chemistry
- Advanced Chemistry

Latin:
- The Teaching of Latin
- Classical Backgrounds

Electives may be available in any subject where the group is sufficiently large. Latin may not be offered in the summer of 1926.

# Summer Session—Music Supervisors' Course

(Offered for the first time during a summer session.)

The work of the Music Supervisors' Course will be offered in the summer of 1926, with the entire faculty available. This will afford an opportunity to music teachers now in service, or those who wish to take up this line of teaching, to study under our faculty who have attracted such favoroble attention for the past several years.

The expenses are as listed under "Expenses and Fees" in this bulletin.

The following subjects will be offered:

Sight Reading, First Year (3 credit hours).....Mr. Myers
Violin Classes, Second Year (3 credit hours).....Dr. Butler
Music History, Third Year (3 credit hours).....Dr. Butler
Orchestral Instruments, private lessons.....Dr. Butler
Dictation, First Year (3 credit hours).....Miss Hoag
Elementary Theory, First Year (3 credit hours).....Miss Hoag
Harmony, First or Second Year (3 credit hours).....Miss Hoag

Choral Conducting and Community Music } Third Year (3 credit hours).....Mrs. Steadman

Methods and Materials Kindergarten, Grades 1–3 } Second Year (3 credit hours).....Mrs. Steadman

Child Voice and Rote Song, First Year (1½ credits hrs.)..Mrs. Steadman

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Students owning band and orchestral instruments are requested to bring same, as lessons will be available; also there will be formed a band and orchestra.

Many of the strongest men and women now supervising and teaching music in this state are graduates of this department.

Enroll at once by using the form found in this bulletin, and please be sure to write on it "Music Supervisors' Course".

Mrs. Grace Steadman, the director of music, will be glad to answer any inquiries about this course.

# Interesting Facts Worth Knowing.

Thirty-two semester hours are the most that will be allowed teachers now in service who are seeking the Normal Certificate. This experience must have been secured before July 1, 1922. That means eight years of successful experience after high school equivalent has been taken out. For example, Miss Blank has no high school credit, but she has taught successfully 15 years, before July 1, 1922. She may offer five years, 3 units each, a total of 15 units as high school equivalent, and eight years, 4 semester hours' credit each year, a total of 32 semester hours for advanced standing. A total of 80 semester hours is required for graduation with a Normal certificate. She may complete the requirements in a summer session and one full year.

If Miss Blank wishes to use her 15 years as credit toward a Standard certificate, the equivalent of the old State Permanent, she will receive 60 semester hours' credit, leaving her only 10 semester hours to complete the required 70.

To clear up another point of confusion with many teachers: eight semester hours are required of all prospective teachers next Fall who seek the Partial Elementary Certificate for the first time; but only 6 semester hourse of those now in service who seek the renewal of this certificate.

## Interesting Facts Worth Knowing.

Mansfield State Normal School will be filled during the summer session of 1926. It is wise to enroll now. All you need to do is to notify the Principal that you want a room reserved in the domitory, and send a check for $10 of this reservation, either at the time the request is made, or not later than June 1. This fee will apply on your account for registration when you enter. If this amount is not sent in, the room will not be held after June 1. This fee will be rebated if the student is unable to enter because of sickness,

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If this is to be your first session at Mansfield, or if you have not already filed a record of your high school subjects with the Normal, request from Principal Straughn a form for high school credits, which is to be filled out by your high school principal as soon as you have completed your course, and forwarded to Principal William R. Straughn, Mansfield. Also remember that the Teacher Bureau wants a record of your high school work. It will save your Principal much labor to have both filled out at the same time.

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Mansfield students and graduates make good in the teaching profession, because they are well trained socially and professionally. In general, they are community assets, good citizens, actively interested in something besides class-room instruction. It has been emphasized at Mansfield that teachers are both community leaders and community servants. During the summer session of 1926, special emphasis will be placed upon the rural community and upon rural school problems. To this end, all who expect to teach in rural schools in the fall will be required to take a course in rural school management, which will be accepted as a substitute for school efficiency.

# Interesting Facts Worth Knowing.

**All subjects passed during the Summer Session will be given full semester hour credits toward the regular Normal certificate. Every subject now given at Mansfield is of collegiate grade, and full credit for the same is allowed in all departments of education and schools of education of the colleges and universities.**

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The Muncy branch of the Mansfield State Normal School, at Muncy, Pa., will be continued this year. Those who find it more convenient are urged to register there. For all particulars, address Mr. Lester K. Ade, Extension Principal, Muncy, Pa.

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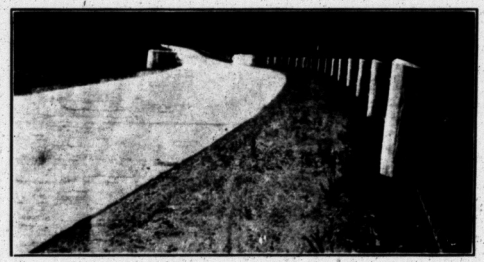
# How to Secure a Certificate to Teach.

(Regulations issued by the Department of Public Instruction.)

**A. High School Graduates Desiring to Teach.**

Approved high school graduates who have satisfactorily completed fifteen (15) high school units must complete not less than eight (8) semester hours of post-high school professional training for teaching, in order to be qualified for Partial Elementary Certificate. The necessary blanks may be obtained from a county or district superintendent or from the Teacher Bureau, Department of Public Instruction, Harrisburg, Pennsylvania. Immediately upon graduation from high school the applicant should send to the Teacher Bureau, Department of Public Instruction, Harrisburg, Pennsylvania, under the same cover:



1 A Certificate blank, properly filled out.

2 An Approved Training Certificate blank for high school work, filled out by the principal of the high school. As soon as the required amount of professional work has been completed, the applicant should secure from the proper official of the institution attended an Approved Training Certificate blank properly filled out and send it to the Teacher Bureau, Department of Public Instruction, Harrisburg, Pennsylvania. This will be given to the student at the close of the summer session.

The responsibility for submitting these several credentials to the State Department of Public Instruction rests with the teacher concerned.

# Holders of Professional and Partial Certificates.

**B. Holders of Professional Certificates.**

Applicants for Partial Elementary Certificates who hold Professional Certificates that expire during the year 1926 must have six (6) semester hours of post high school professional training.

The necessary blanks may be obtained from a county or district superintendent or from the Teacher Bureau, Department of Public Instruction, Harrisburg, Pennsylvania.

At the very earliest opportunity there should be submited to the Teacher Bureau, Department of Public Instruction, Harrisburg Pennsylvania:

1. A Certificate Application Blank, properly filled out.

2. An Approved Training Certificate filled out by the proper official of each institution attended, indicating all post-high school professional training. This will be given at the close of the summer session.

3. A Teacher's Rating Score Card filled out by each superintendent under whose supervision the applicant has taught.

The responsibility for submitting these several credentials to the State Department of Public Instruction rests with the teacher concerned.

**C. Holders of Partial Certificates.**

Holders of Partial Certificates which expire August 1, 1926, are not required to present further application for certification, but there should be submitted to the Teacher Bureau, Department of Public Instruction, Harrisburg, Pennsylvania:

1. A Teacher's Rating Score Card filled out by the superintendent under whose supervision they have been teaching, indicating a rating of "middle" or better.

2. An Approved Training Certificate indicating the completion of not less than six (6) semester hours of professional training, in addition to that already required for the former issue or renewal of a Partial Certificate or its equivalent. This will be given at the close of the summer session.

**D. Holders of Partial Elementary Certificates applying for the Standard Certificate.**

Holders of Partial Certificates applying for standard certification by or before beginning of the school term in the fall of 1926 should have submitted to the Teacher Bureau, Department of Public Instruction, Harrisburg, Pennsylvania:

1. A Teacher's Rating Score Card filled out by the superintendent under whose supervision they have been teaching indicating a rating of "middle" or better.

2. A Certificate of Approved Training showing the completion of the necessary number of semester hours to make up the seventy required for standard certification. This will be given at the close of the summer session.

# Teachers' Placement Service.

Attention of students is called particularly to the fact that the Appointment Bureau co-operates with the Placement Service, Teacher Bureau, of the Department of Public Instruction, Harrisburg, Pennsylvania, thus offering additional facilities for the placement of graduates of this institution. The Teacher Placement Service has been established by the Department of Public Instruction and its purpose is to assist school officials to secure suitable positions in fields of service for which their training best fits them. No enrollment fee is required and no charge is made for any service rendered by the Bureau. Blank forms for enrollment and a circular containing full particulars with regard to the work of the Bureau may be obtained by addressing Teachers' Placement Service, Teacher Bureau, Department of Public Instruction, Harrisburg, Pennsylvania.